

RELEASE NOTES 3.7 ENHANCEMENTS

Industry Interactive Procurement System (IIPS)

Numerous changes have occurred in the Industry Interactive Procurement System (IIPS) that affects all users. Below is a list of IIPS Enhancements through the latest version 3.7, to be released March 24, 2006. The most significant changes include enhancements that were added to IIPS in a continuing effort to make IIPS a viable and user-friendly system. Items are listed based on the System Requirements Traceability Matrix.¹

While Cyber Security Requirements are not a part of the IIPS 3.7 Enhancements changes, it is a worthwhile note to identify the changes as it applies one year later.

ENHANCEMENTS

SALE OF SURPLUS PROPERTY (ACQUISITIONS)

WBS: Sale of Surplus Property (37-01.1)

Sale of new, seized, or surplus government property can now be posted in IIPS with the option to post to FedBizOpps. Information includes Classification Code, Description, Contracting Activity, Property Location, Primary and Secondary Point of Contacts, and up to five (5) file attachments. This feature is located in the Acquisitions main view.

FEDERAL BUSINESS OPPORTUNITIES INTEGRATION – FEDBIZOPPS (ACQUISITIONS)

WBS: Update Document Templates (37-01.2)

Forms have been updated and added to the IIPS Business Opportunities database to allow DOE Contracting Officials the ability to manage solicitation documents posted at FedBizOpps. The forms are: Pre-solicitation Notice/Combined Synopsis, Synopsis Modification/Solicitation Amendment, Award Notification, Special Notice, Document Upload, Archive, Un-archive, and Delete.

FILE ATTACHMENT VALIDATION (ACQUISITIONS AND FINANCIAL ASSISTANCE)

WBS: File Attachment Validation (37-02.1)

Files that are uploaded over the Internet may contain unacceptable characters such as the plus (+) and percent (%) signs in the filenames. When this happens, the intended recipient will not be able to open the file. Validation code has been added to check the filenames for applications and proposals submitted via IIPS. If an invalid character is detected, the invalid character is replaced with the underscore (_) valid character.

¹ Defined in the CMM Process.

ADDITIONAL FILE ATTACHMENT FIELDS (ACQUISITIONS AND FINANCIAL ASSISTANCE)

WBS: Additional File Attachment Fields (37-02.2)

Additional file attachment fields have been added to the following IIPS documents: Award Notification, Contractor Response, and Government Response. Registered industry users can view all documents, but can only create the Contractor Response document. Popup or help text has been added above the first attachment field label, stating the file size limitation is set at 75mb per file.

MAINTAINING THE DOCUMENT HIERARCHY (ACQUISITIONS AND FINANCIAL ASSISTANCE)

WBS: Sort Documents (37-03.1)

A solicitation is a parent document and any related documents are child documents. Child documents were previously listed by date. With the new enhancement, child documents will be sorted by form type. Documents (amendments and modifications) and messages will appear directly below the Acquisition solicitation/Financial Assistance (FA) opportunity, then followed by proposals and applications. Government Responses and Contractor Responses will continue to display below the appropriate proposal/application.

SOLICITATION SUBSCRIPTION LIST COUNT VIEW (IIPS MAIL LIST DATABASE)

WBS: SolSubList View (37-03.2)

The SolSubList is the Solicitation Subscribers List view within the IIPS Mail List, which is only accessible by the IIPS technical support members and DOE system administrators. The view lists subscribers to a specific solicitation. The updated view displays the total number of users subscribed to the specific solicitation. The IIPS Help Desk now has the ability to export the list view to a MS Excel spreadsheet at the request of the DOE Contracting Official.

SORTING BY ACTIVE OFFICE CODE (OPAM DATA DICTIONARY)

WBS: Office Code Active View (37-03.3)

Within the OPAM Data Dictionary is the Office Codes - Active view. The view provides a list of offices sorted alphabetically by Office Name. Users who have access to this database can sort the view by Office Code. The view is not available via the Internet and is viewable only by the IIPS technical support members and DOE system administrators.

REGISTRATION VIEW (IIPS REGISTRATION DATABASE – INTERNAL)

WBS: Registration View (37-03.4)

Within the IIPS Registration database are numerous view options. One option for viewing is By Email Address. The IIPS Registration is only accessible by the IIPS Help Desk members and DOE system administrators. Users who have access to this view can sort the Email column in ascending or descending order.

IDENTIFYING THE SOLICITATION TYPE (ACQUISITIONS)

WBS: Solicitation Type Field (37-04.1)

The Contracting Officer/Contracting Specialist (CO/CS) can create a new solicitation and identify the solicitation type as a Combined Synopsis. Once the solicitation is saved, the field option is hidden. Because FedBizOpps does not allow a synopsis modification to be posted at their site for a Combined Synopsis, posting the modification will fail. By displaying the

solicitation type, the CO/CS can determine if they need to post a modification or an amendment.

VALIDATING THE AWARD CEILING (FINANCIAL ASSISTANCE)

WBS: Award Ceiling Validation (37-04.2)

Within the Financial Assistance Opportunity document is the Award Ceiling field. Code has been added to validate that the award ceiling is greater than or equal to the Award Floor. Upon saving the document, a popup box display instructing the Grant Officer/Grant Specialist (GO/GS) to correct the field. The document cannot be saved until the field is corrected. This feature is available for Financial Assistance Opportunities.

EXPLANATION OF QUESTION ON IIPS REGISTRATION FORM (IIPS REGISTRATION)

WBS: Grants.gov Icon (37-04.3)

On the IIPS registration form is a field labeled "**Grants.gov Applicant?**" Alternate text or mouse over the field label will provide a description to assist users understand the question. If a user has submitted a grant application to DOE via the Grants.gov web site, users should select "Yes."

PROVIDING A BRIEF DESCRIPTION OF NAVIGATION AND ACTION BUTTONS (GENERAL)

WBS: Navigation and Action Button (37-04.4)

Alternate text has been added to various navigation and action buttons throughout IIPS that are new or may have been overlooked. Alternate text displays the buttons name or provides a brief description of the button's feature. Adding alt-text complies with Section 508 of the Rehabilitation Act.

ADDED SEARCH OPPORTUNITIES (ACQUISITIONS AND FINANCIAL ASSISTANCE)

WBS: Search Opportunities (37-04.5)

A Search Opportunities link has been added to the Acquisitions main view as well as the Financial Assistance main view. The link was created to provide users easier access to the Search page that currently exists in IIPS. The Search page is accessible by clicking the binoculars search button on various web pages.

SPECIFYING THE TIME ZONE (ACQUISITIONS AND FINANCIAL ASSISTANCE)

WBS: Time Zone (37-04.6)

When proposals or applications are submitted via IIPS, the Submission Due Date, Start Time and End Time are displayed once the documents are saved. The time zone will now be displayed for these fields.

CYBER SECURITY REQUIREMENTS

AUTOMATE REMOVAL OF OLD ACCOUNTS

In order to automate the removal of inactive accounts, the system has been designed to track a user's last login date and time. User accounts that have not had a login with at least two years will be removed from the system. If a user's account has been removed, the user can call the IIPS Help Desk (1-800- 683-0751) for assistance.

PASSWORD AGING/EXPIRATION

Users are now required to change their password at least once every 12 months. If a user has not changed their password for 12 months and attempts to login to IIPS, the user will be redirected to the Change Password Request page.